



260 HILLSBORO ROAD
PO BOX 129
HIGH SHOALS, GA 30645

WWW.NORTHHIGHSHOALS.ORG

MAYOR: VIOLET DAWE
POST1: ERIC CARLSON
POST 2: JASON PRESLEY
POST 3: ERIC WRIGHT
POST 4: HILDA KURTZ
POST 5: MEAGAN CUNDIFF

May 16, 2022
Regular Council Meeting
APPROVED Minutes

Call to Order – Mayor Dawe called the meeting to order at 7:31 PM

Greetings and Declaration of Quorum – with four Council members in attendance, a quorum was declared.

Members Present – Mayor Violet Dawe, Council members Eric Wright, Hilda Kurtz, Meagan Cundiff, and Jason Presley in person.

Members Absent – Eric Carlson

Visitors present – Ellen Goad, Victoria Presley, Adam Bracewell, Fred Johnson, Brad Holcomb, Stephen Goad, Morgan Phillips, reporter from the Oconee Enterprise, Sergeant Josh Dudley, Oconee County Sheriff's Deputy.

Agenda Setting – Motion made by Council member Kurtz to accept the agenda as presented. Seconded by Council member Wright. Unanimously accepted as presented

Presentation of minutes for meeting of February 21, 2022 - Motion was made by Council member Kurtz to accept the minutes with the modifications that had been made at the May 9, 2022, Work Session. Seconded by Council member Wright. Unanimously approved.

Presentation of minutes for meeting of February 28, 2022 - Motion was made by Council member Kurtz to accept the minutes with the modifications that had been made at the May 9, 2022, Work Session. Seconded by Council member Cundiff. Unanimously approved.

Presentation of Draft Minutes for meeting of April 18, 2022 – Discussion centered around the quotation marks on various words throughout the document. Two basic ideas were expressed:

1. If quotation marks were to be used, the entire quotation should appear for context.
2. If entire quotes were not to be used, the quotation marks for specific words should be removed. It was felt that the ideas were adequately expressed without the use of quotation marks.

Council member Cundiff made a motion to accept the minutes with the removal of all quotation marks around the various words throughout the document. Council member Presley seconded. Unanimously approved

Presentation of Financial Statement – There was some discussion regarding the moving of SPLOST funds to a different bank to earn a higher yield in interest. No decision was made. Council member Kurtz made a motion to accept the Financial Statement as presented. Seconded by Council member Wright. Unanimously approved.

Citizen Comments on Non-Agenda Item - None

Unfinished Business

1. Lighting for the parking lot and side walkway area to go to the back of the building – Council member Kurtz presented a picture of a lighting fixture she thought might be a good choice. Some discussion. No decision.
2. Consider pay for Council members and Mayor -more work required. – Some discussion but no action taken.
3. Sidewalks- Council member Cundiff volunteered to do some research into what would be necessary to put a sidewalk along Hillsboro Rd.
4. New playground equipment. Down payment check has been mailed. Check receipt acknowledged. Expected delivery is June 2, 2022.

- a. Who will be present at delivery?
- b. Who will review the materials for completeness?
- c. Who will oversee the construction?
- d. When can the proposed new layout for the Park be expected?

Council member Wright volunteered to spear head the activities related to the delivery on June 2. Nothing yet regarding the new layout for the Park.

5. LMG Grant- authorize purchase and installation of Solar radar sign:
 - a. Jefferson Rd at Dickens Ln - Battery powered, large numeral speed limit radar sign with feedback capability to help reduce excessive speed in residential areas.

Council member Kurtz made a motion to approve the purchase of one Radar sign. Seconded by Council member Cundiff. Unanimously approved.

6. PUBLIC HEARING

Preliminary budget for FY23, together with summary through April 30 for FY 22.

- a. Extend Clerk's 4 extra hours per week through FY 23. – There was significant discussion about the Clerk's extra hours. Discussion included extending the time for six months and revisit. It was noted, however, that the budget was for a year and thus is made sense to extend the hours for the full fiscal year. Good arguments were made for both approaches. Council member Wright made a motion to extend the Clerk's extra hours for the entire year. Seconded by Council member Kurtz. Council members Kurtz and Wright voted to approve the motion. Council member Presley voted against the motion. Council member Cundiff abstained. The motion carried.
- b. Increase compensation for Maintenance person, Custodian, and Town Clerk
 - i. Maintenance person – current pay \$20 per hour
 - ii. Custodian – current pay \$20 per hour
 - iii. Town Clerk – current pay \$17 per hour

Significant discussion centered around the increase for the Town Clerk. Council member Presley volunteered to do some research to determine the pay for Clerks in other municipalities. More discussion and decision expected in June.

- c. Raise fees for Pavilion from \$10 for Town residents and \$25 for non-residents, for 3 hours; to \$5 per hour for Town residents and \$10 per hour for non-residents, minimum 3 hours. No discussion regarding the Pavilion. Council member Wright made a motion to increase the fees for the Pavilion to \$5 per hour for Town residents and \$10 per hour for non-residents. Seconded by Council member Kurtz. Unanimously approved.
- d. Raise fees for Ballfield to \$10 for a three-hour period.
Council member Wright made a motion to increase the fee for the ballfield to \$20 for a 3-hour period. Seconded by Council member Cundiff. Unanimously approved

New Business

1. 299 Hopping Rd - Goad – request for architectural changes to original permit request.
Dr. Stephen Goad explained his desire to make changes to the plans that were approved in 2021 for an addition to the home. Council member Kurtz made a motion to approve the architectural changes. Seconded by Council member Wright. Unanimously approved.
2. 271 Jefferson Rd. – Special Use Permit – temporary parking of RV until land is purchased and made ready for RV to be placed there.
Mr. Holcomb addressed the Council. They will be moving to the area across the river on Double Oaks Rd. They've asked to park their RV on his mother-in-law's property until the land is readied for the RV to be set there while building takes place. Some discussion ensued about the length of time for the permit to be granted. Council member Wright made a motion to allow the Holcombs to stay in the RV at 271 Jefferson Rd until the end of 2022. Seconded by Council member Kurtz. Unanimously approved.
3. 275 Frazier Hill Rd – Electrical permit – to complete addition on rear of structure. Council member Kurtz noted that the permit request still identified the addition as a bedroom when it had been changed to a family room. Council member Cundiff made a motion to approve the permit with the correction to family room. Seconded by Council member Wright. Three votes in favor, Council member Kurtz abstained.
4. 3661 New High Shoals Rd Plumbing permit – complete plumbing on previously permitted build. Council member Wright made a motion to approve the permit. Seconded by Council member Kurtz. Unanimously approved.
5. 656 New High Shoals Rd – Electrical permit – Rewiring electrical fixtures in bathroom. Motion made by Council member Kurtz to approve the permit. Seconded by Council member Cundiff. Unanimously approved.
6. Wolf Creek Pest Control – Landscaping service and Pest control service contract approval.
Discussion centered around how the contract was presented. Council recommended that the contract be returned to the contractor for finer clarification. Decision postponed to June meeting.
7. Meagan Cundiff - Discuss issues regarding adding audio to website, including possibility of changing website provider. Discussion centered around the poor quality and difficulty in using the current website service. Council member Presley volunteered to research web services, costs, and simplicity of use. No decision.
8. Jason Presley presented issues he wishes to have addressed and questions he wants answered. He presented a list of questions he wished to have discussed. (His email list is attached below.) Council member Kurtz asked what he wanted to accomplish with this request. There was significant discussion between Council members Kurtz and Presley.
Council member Kurtz asked that Council member Presley use the questions he was posing as a starting point and provide more details so Council members would have some context as to what was at issue. Council member Presley gave out a timeline. Council member Kurtz noted that it was a good starting point. A motion was made by Council member Kurtz to have more information provided by Council member Presley at the June meeting so questions could be addressed properly. Seconded by Council member Wright. Unanimously approved.

Due to the lateness of the hour, the following sections of the agenda were omitted:

Mayor's Update (omitted)

1. Council member Kurtz to GMA Convention June 24 – 28? (Thursday thru Tuesday)

2. Lea Clark, Arborist, walked the Park to view trees and help determine which ones are diseased and need to be removal. Also provided information regarding how to remove vines that are choking trees.

Very Unfinished Business (omitted)

1. Short Term Rental Ordinance –Council members Carlson and Wright to work on this and have an update
2. Livestock Ordinance - City of Madison has good ordinance. Mayor Dawe will contact the City of Madison. Council Member Kurtz will work with Mayor Dawe.
3. Signage proposal – add sign with “260” to electronic sign.

Motion was made by Council member Kurtz to adjourn the meeting. Seconded by Council member Wright. Unanimously approved.

The Council meeting was adjourned by Mayor Dawe at 10:50 PM

Respectfully submitted,

Sue Bishop
Town Clerk

clarification and correcting issues - I would like to put this on our agenda for 5/16/2022

Inbox



Jason Presley

Mon, May 9, 1:07 PM (11 days ago)

to Eric, me, Meagan, Violet, Hilda, Eric

Hi everyone,

I wanted to send an email to everyone with items we have discussed and questions that have not been fully answered. I feel that more clarification is needed for better understanding and correcting issues. This is not full detail of each item but a quick outline to start the discussions.

Please let me know if you have questions or need more information.

1. When was the town attorney first asked about the Bracewell's? Morgan said August or September 2021?
2. Who approved contacting the attorney? Eric C. was the Mayor, was he involved?
3. What were the questions to and from the attorney via emails/phone calls?

4. On August 27th, the first stop-work order – Who approved putting up? Eric C. was the Mayor, was he involved?
5. Bracewell's was given ok to work on 32 acres in September 2021; then again, another sign went up on Jan 28th, 2022, for lots and surrounding areas. In the February 21st, 2022 meeting, there was a motion to take down signs, but signs didn't come down until right before the Feb 28th meeting. Then during the Feb 28th meeting, that was set up to only to discuss the two lots, but again Bracewell told that EPD needed to look at 32 acres.
6. The two hundred feet from the bank of any state waters is only for land-disturbing activity
7. Everything in the apology letter about the two hundred feet from bank of any state waters is not correct since not land-disturbing activity. The info put in the letter was from an email that was sent to the EPD before they even looked at the land and we already had a meeting with EPD that said not land-disturbing activity. What was emailed to EPD may not have been the correct information to provide a good answer from the EPD and should not have been in the letter. We need to remember that the EPD said not land-disturbing activity before this letter was sent, but it was included.

Morgan's Notes/Items:

1. Put stop-work order without giving a warning and 5 days to correct (should be two warnings)
2. Morgan met with only the City clerk in September and August? Why was the mayor not involved?
3. Morgan, on August 30th, took the sign down, and in the September meeting, Morgan said not land-disturbing activity
4. Stop-work order never gave any reason for why the stop order was issued
5. Can Morgan provide the photos or are they already at the town hall?
6. Morgan states he inspected and spent hours on 2 lots and the 32 acres but also says he did not have rights to access land from the Bracewell. The Bracewell's told Morgan to contact the owners for access but no one ever contacted for the right of access.
7. Why were the three owners never contacted for each lot and 32 acres?

In the Feb 28th meeting, Mr. Reitman said that he talked to four people and stated they all said there was no erosion.

March meeting time-stamped at 1:07:46 - Adam Bracewell asks who the four people were, Mr. Reitman replied with Eric and Jason and also Mr. Wheeler and you (Adam).

March Meeting time-stamped at 1:26:00 – We had a correct apology letter motion from Jason (Megan Second, All approved) – to revisit the letter and correct errors and the not correct information – After we get the EPD letter then, we would set up a time to discuss. The Email that was received on 3/23/2022 from EPD should have been enough to get this meeting started. We discussed this in April, but we did follow the correct motion that was said in March. Violet Wrote a letter to Bracewell dated 3/14/2022, and Bracewell received on 3/18/22.

Ordinances:

7.3.6.2 Stop Work Orders. 7.3.6.2.1 For the first and second violations of the provision of this Section, the Director or the Issuing Authority shall issue a written warning to the violator. The violator shall have five days to correct the violation. If the violation is not corrected within five days, the Director of the Issuing Authority shall issue a stopwork order requiring that land-disturbing activities be stopped until necessary corrective action or mitigation has occurred; provided, however, that if the violation presents an imminent threat to public health or water of the state or if the land-disturbing activities are conducted without obtaining the necessary permit, the Director or Issuing Authority shall issue an immediate stop-work order in lieu of a warning;

3.7.3. Agenda: The agenda for regular meetings will be finalized 7 days before the regularly scheduled meeting and made available for council members and the general public at a reasonable time after that deadline. Any citizen of the Town may request items to be placed on the Agenda by the 7 day deadline. They can do so by contacting the Mayor or a council

member directly. The Mayor or council member receiving agenda items shall present the items to the designated council member (or clerk) who will prepare the agenda. Unexpected or urgent matters may be added at the start of the meeting by unanimous vote of the council. Additionally, the council may elect to adjust the order of the agenda to accommodate the schedules of people involved in agenda items. This should be done by the unanimous vote of the council. When available, any supporting documents for listed agenda items shall be provided to the Town Council one week prior to the regularly scheduled meeting and be available for viewing by the public at the town hall or by calling any council member.

3.7.5.3.7 Short Summary. Within 3 business days after a council meeting, the clerk or designated individual shall prepare a short summary. The summary should consist of agenda items discussed, motions made, and votes taken. This summary shall be placed on the town's website. At this time, the audio recording of the meeting shall be uploaded to the town's website.

3.7.5.3.8 Draft Minutes. The first draft minutes shall be emailed to council one (1) week prior to the next council meeting and corrective copies provided to the council before the meeting as they are made available.

CHAPTER 3: ADMINISTRATION

Section 3-3 Administrative Policy and Procedures

3.3.1 Officers. Each officer shall perform all duties required of his office by state law, the Charter, and this Code, and such other duties not in conflict therewith as may be required.

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Section 3-3 Administrative Policy and Procedures

3.3.1 Officers. Each officer shall perform all duties required of his office by state law, the Charter, and this Code, and such other duties not in conflict therewith as may be required.

3.3.1.1 The Town Council shall have access (through the clerk) to all town documents, records, and property.

3.3.1.2 The Town Clerk shall maintain a master set of town records, keys, files, etc. in order to provide council members with access to the same.

Section 3-8 Procedures for Use of Town Attorney Any Town Council member shall assume personal responsibility for the expense of using the town attorney if they are contacting the town attorney without pre-approval of the Town Council.

The Town Council can vote to pay for such expenses if they decide that the usage of the Town Attorney was warranted by the Town Council member.

3.3.2. Employees.

All employees shall:

3.3.2.1 be immediately responsible to the Mayor for the effective administration of their job and all activities assigned thereto;

3.3.2.2. keep informed as to the latest practices in their particular field and institute, with the approval of the Mayor, such new practices as would benefit the public;

3.3.2.3 submit monthly reports of the activities of their job to the Town Council; North High Shoals Approved Code of Ordinances August 16, 2010: Amended 10/17/2011, 1/19/2012, 2/17/2014, 3/17/2014, 10/20/2014, 10/23/2014 17

3.3.2.4. establish and maintain a system of filing and indexing records and reports in sufficient detail to furnish all information necessary for proper control of activities and to form a basis for the periodic reports to the Town Council;

3.3.2.5. be responsible for the proper maintenance of all Town property and equipment used in their job.

3.3.3. Cooperation. Each employee shall cooperate with every other employee.

3.3.4. Appointments. The Town Council shall appoint a town attorney, town clerk, town treasurer, mayor pro tem, and other department or committee heads at the first meeting of the calendar year. Vacant positions may be filled throughout the year as necessary.